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Wollongong University College Union Annual Reports 1970

Fourth Annual Report and Balance Sheet



1970

WOLLONGONG UNIVERSITY COLLEGE UNION

Board of Management

1970

Chairman:

Mr. J. E. O. Beale (till 21st July)
Mr. B. J. Doyle, B.V.Sc. (from 21st July)

Deputy Chairman:

Mr. D. Lear

Secretary/Manager:

Mr. I. L. Dunn, LL.B., p.s.a., p.f.c.
(appointed 3rd March, 1969)

Members:

Mr. N. L. Adams, B.Sc., M.A.P.S.	Miss B. Parker
Mr. J. E. O. Beale	Mr. G. Smart (till 2nd December)
Miss J. Bunnett	Mr. R. F. Stewart, B. Com., Dip. Ed.
Mr. P. Castle (from 8th December)	Mr. E. Williams
Mr. W. McGrath, B.A., A.I.Ed., M.A.C.E.	(till 4th December)

House and Activities Committee:

Miss B. Parker	Mr. D. Lear
Mr. N. Adams	Mr. I. L. Dunn

The Board of Management presents the Fourth Annual Report of the Wollongong University College Union. During the calendar year 1970 there were 14 Board Meetings attended as follows:—

Board Member	Appointed/Elected by	Meetings	
		Attended	Possible
Adams, Mr. N. L.	Academic Staff	12	14
Beacham, Mrs. H.	S.R.C. (1969)	0	2
Beale, Mr. J. E. O.	University Council	14	14
Bunnett, Miss J.	S.R.C. (1970)	8	9
Castle, Mr. P. (1)	S.R.C. (1970)	2	2
Doyle, Mr. B. J. (2)	College Council	10	12
Dunn, Mr. I. L.	University Council	14	14
Elkin, Prof. P. K. (3)	University Council	3	5
Heazlewood, Mr. C. T.	Union Members (1969)	6	6
Lear, Mr. D.	S.R.C. (1970)	11	12
McCredie, Miss K. (2)	College Council	1	2
McGrath, Mr. W. (4)	College Council	0	5
O'Leary, Mr. A.	S.R.C. (1969)	0	1
Parker, Miss B.	S.R.C. (1970)	7	9
Smart, Mr. G. (1)	S.R.C. (1970)	6	7
Smith, Miss J.	S.R.C. (1969)	3	5
Stewart, Mr. R. F. (3)	University Council	9	9
Williams, Mr. E.	Union Members (1970)	5	6
Woods, Mr. R.	S.R.C. (1969)	1	5

- Notes:** (1) Mr. Smart's position was declared vacant 2nd November and he was replaced by Mr. P. Castle.
 (2) Miss McCredie resigned 17th February and was replaced by Mr. B. J. Doyle.
 (3) Professor Elkin resigned 26th March and was replaced by Mr. Stewart.
 (4) Leave of absence March-August inclusive; resigned 4th December.

MEMBERSHIP

There were 1,123 members in 1970 compared with 952 in 1969. During the year regulations for Life Membership prepared by the Board were approved by the College Council.

ANNUAL GENERAL MEETING

The Annual General Meeting was held on 15th March. After a lengthy debate a motion was carried by a large majority of the members present disapproving of the Annual Report for 1969 on the grounds that it was false and misleading. The basis of the complaint was that the report had drawn attention to the fact that items of food were being sold at less than it cost the Union to provide them when due account had been made for the wages of catering staff and the sundry other expenses (such as packaging and containers) normally chargeable to a catering function. It was maintained by the mover and seconder of the disapproving motion that the canteen counter service had operated at a profit of about \$3,000 and not at near cost as suggested in the 1969 Annual Report. The Board has considered the motion and can find no substance in the allegation that the 1969 Report was either false or misleading. The accounts were presented in the normal manner which showed separately the three items which comprised Canteen Expenses and the three items which comprised Canteen Sales. The difference between them revealed a loss for the year of \$51.81 thus confirming a statement which appeared in the text of the report to the effect that some items had been sold at below cost.

1969		\$	\$
	ACCUMULATED FUNDS:		
	Balance as at 31st December, 1969	15,974.18	
	Transfer from Student Activities Committee		
	Trust Fund 1967	1,192.33	
	Transfer from Student Activities Committee		
	Trust Fund 1968	1,611.67	
15,974	Surplus from Income and Expenditure Account	12,867.72	31,645.90
922	CAPITAL IMPROVEMENTS RESERVE ACCOUNT:		
	Balance at 31st December, 1969	921.79	
	Add: Grants received during the year from the		
	University of New South Wales for Capital		
	purposes	1,417.85	2,339.64
	LIABILITIES:		
11,627	University of New South Wales		10,860.24
352	Provision for Long Service Leave		505.97
527	Sundry Creditors		3,828.07
150	Accrued Charges and Provisions		375.00
	TRUST FUND:		
1,192	Student Activities Committee 1967	—	
1,612	Student Activities Committee 1968	—	
32,356			\$49,554.82

		\$	\$	\$
1969	FIXED ASSETS:			
	Furniture and Fittings at Cost	15,212.63		
6,770	Less: Provision for Depreciation	5017.92	10,194.71	
		<hr/>		
	Plant and Equipment at Cost	6,344.05		
2,671	Less: Provision for Depreciation	1,217.48	5,126.57	
		<hr/>		
338	Kitchenware, etc., at cost		3,085.54	
—	Building Improvements and Fixtures,			
	— At Cost	2,673.17		
	Less: Provision for Depreciation	267.30	2,405.87	20,812.69
		<hr/>	<hr/>	
	CURRENT ASSETS:			
290	Sundry Debtors		3,355.34	
571	Stocks in Hand at Cost — Catering	821.98		
1,719	Shop	2,583.99	3,405.97	
	Commercial Bank of Australia —			
4,218	Current Account	8,009.32		
2,615	Capital Account	932.74	8,942.06	
25	Cash in Hand		65.00	
339	Prepayments		173.76	
12,800	Australian Resources Development			
	Bank		12,800.00	28,742.13
				<hr/>
32,356				\$49,554.82

Wollongong—24th February, 1971

Registered under the Public Accountants Registration Act, 1945, as amended.

1969		\$	\$
11,431	MEMBERS' FEES		37,629.14
16,366	CATERING SALES — Coffee Bar	16,045.15	
	Servery	6,729.03	
2,860	Functions	7,038.32	
298	Machines	832.90	30,645.40
—	SHOP SALES		5,938.30
63	CONCESSIONS		66.51
283	HIRE CHARGES		489.83
685	INTEREST RECEIVED		1,054.91
149	SUBSCRIPTIONS—ANNUAL DINNER		141.00
—	SUNDRY INCOME		7.00
			<hr/>
			\$75,972.09
<hr/>			
\$32,135			

1969	CATERING EXPENSES:		\$
13,233	Cost of Goods Sold	19,438.81	
5,506	Salaries	13,633.38	
836	Sundry Expenses	1,991.54	35,063.73
		<hr/>	
	SHOP EXPENSES:		
—	Cost of Goods Sold	5,340.48	
—	Salaries	2,065.21	7,405.69
		<hr/>	
	GENERAL & ADMINISTRATIVE EXPENSES:		
150	Audit Fee	300.00	
—	Bad Debts	116.21	
526	Catering	991.55	
1,352	Depreciation	2,422.97	
224	Insurances	451.84	
133	Printing and Stationery	716.28	
191	Provision for Long Service Leave	153.57	
307	Repairs and Maintenance	478.72	
6,645	Salaries	10,838.15	
715	Services and Supplies	1,760.64	
93	Office Telephone	854.07	
348	Sundry Expenses	712.58	
—	Payroll Tax	203.07	
—	Programmed Activities	635.30	20,634.95
1,876	SURPLUS TO ACC. FUNDS		12,867.72
		<hr/>	
\$32,135			\$75,972.09

FINANCE

The audited financial statements of the Union appear elsewhere in this report. The introduction of a Union entrance fee together with the increased annual subscription trebled income from these sources for the year and enabled the Union, from its own resources, to finance the capital items and building improvements necessary to operate the new Stage II hall which had been handed over in a partially completed state.

As foreshadowed in the 1969 Annual Report the possibility of raising a loan to finance improved Union premises was investigated. The Commercial Bank of Australia agreed in principle to lend \$80,000 at favourable terms but approval has not yet been given by the College Council for transmitting of the Union's request to the University Council.

UNION ACTIVITIES

During the year the Board sponsored an enlarged programme of activities consisting of 15 public addresses, three art exhibitions and two artistic presentations. The details are as follows:—

12th March	—Address by Professor J. J. Auchmuty, Vice-Chancellor University of Newcastle.
24th March	—Address by Professor A. D. Hope, Australian National University. "Attitudes to Australian Literature."
2nd-17th April	—Art Exhibition, Royal Art Society of N.S.W.
23rd April	—Address by Hon. C. B. Cutler, Deputy Premier and Minister for Education. "Tertiary Education in General."
28th April	—Address by Mr. R. F. X. Connor, M.P. "Man and the Pollution of His Environment."
5th May	—Address by Mr. J. Richardson, Editor, "Illawarra Mercury."
14th May	—Piano (Sue Hennessy) and Violin (Bill Hennessy) Recital.
4th June	—Address by Sir Ian McLennan, Managing Director of the Broken Hill Proprietary Co. Ltd. "Some Thoughts on Australia's Industrial Development."
9th June	—Address by Miss Betty Archdale.
17th June	—Address by Dr. Samuel Mathai, Vice-Chancellor of the University of Kerala, India.
7th July	—Address by Bishop G. R. Delbridge.
8th July	—Annual Dinner, guest speaker Bishop Felix Arnott.
16th-31st July	—Art Exhibition of Works by Col Jordan.
28th July	—Address by Professor Leonie Kramer. "Australian Literature Today."
8th September	—Address by Bishop G. R. Delbridge. "An Anglican Bishop's Views on Abortion."
24th September- 8th October	—Art Exhibition of Works by William Peascod and Shotei Ibata.
6th October	—Address by Sir Mark Oliphant. "Science and Society."
13th October	—Dramatic presentation "Ten Thousand Miles Away — a Collage of Voices" by players sponsored by Sydney University and Commonwealth Literary Fund.
20th October	—Address by Mr. Eric Ramsay, President of the South Coast Labour Council. "The Industrial Arbitration System."
27th October	—Address by Dr. Jean Battersby, Australian Council for the Arts.

ART COLLECTION

In addition to its fine collection of prints of old masters the Board decided during the year to start a collection of modern originals. Two paintings were purchased and another original work was presented as follows:—

“Kangaroo Valley” by Alan D. Baker.

“Spring in the Old Quarter” by Frederic Bates.

“Cloud No. 2” presented by the Japanese artist Shotei Ibata.

AGENCIES

Renovations and building alterations were carried out to improve the premises available to the Commercial Bank of Australia Limited and the University Co-operative Bookshop Limited. Costs of the former were paid by the Union; of the latter by the Bookshop.

ORGANISATION and ADMINISTRATION

Buildings: The Union took over the new Stage II of its premises in March, so enabling an improved catering service to be provided (see below). Apart from deficiencies in kitchen equipment (see below) the Board was disappointed that the original design requirements had not been implemented to the extent that a colonnade on two sides of the building had not been provided and that essential office accommodation and extra dining facilities were missing. Another serious disadvantage of the hall concerns its acoustics, which are most unsatisfactory, and, in which connection, efforts are being made to find a solution. Despite this Stage II addition the Board considered that the Union premises are still less than adequate.

Amalgamation with Sports Association: A joint committee of the Union and the Sports Association was set-up to investigate the desirability of amalgamating the two organisations.

House and Activities Committee: A committee of the Board was formed with the following terms of reference:—

To formulate rules and policies for the consideration of the Board and, at the request of the Secretary/Manager, to act as a consultant on matters affecting Union activities and Union premises.

Catering Organisation: A new kitchen and dining-room in Stage II of the Union buildings were taken over during the year. This enabled the Union, for the first time, to provide hot-meals twice daily in addition to the usual coffee bar service. However, design problems, shortages of essential equipment and the doubling of the staff establishment all combined to create problems which affected catering standards, especially at the beginning of the year. There was a reorganisation of management procedures in third term and it is hoped that this, together with the purchase of more kitchen machinery from Union funds, will help provide a better catering service in 1971.

Catering Costs and Prices: When it appeared during the year that there might be a loss on catering of about \$5,000 (which, in the event, was actually \$4,418.33 — see Income and Expenditure Account) the Board considered a recommendation to raise prices by about 20% to minimize the loss. After a full review of the situation, however, with the object of setting prices in the Union Cafeteria at the lowest possible level it was decided not to alter the tariff in 1970. The policy adopted for 1971 is based on the requirement that the receipts from all aspects of catering should equal the costs involved; with the proviso that any profits made from function catering should be used to offset losses in over-the-counter sales. A new price structure based on this policy was introduced on 1st March, 1971.

Union Newsheet: The duplicated Union Newsheet continued to be published weekly during term-time in 1970. Its object is to facilitate communications throughout the College and to bring activities of the Union to the notice of students, staff and the local community. To this latter end copies are sent regularly to the local news media, to all members of the College Council and to the University information office at Kensington.

STAFF

A staff superannuation scheme (for full-time permanent employees) was approved during this year.

There were industrial problems, affecting members of the catering staff who belonged to the Federated Liquor and Allied Industries Employees' Union, but these were settled after reference to the State headquarters of the Union and to the Department of Labour and Industry.

In addition to 14 regular part-time employees the following full-time staff were employed by the Union during the year (date of appointment is given in brackets after the name).

House & Catering Manager:	Mr. G. Stuart-Street (9th February, 1970).
Canteen Manageress:	(until 2nd October, 1970) Mrs. I. N. Buxton.
Head Catering Assistant:	Mrs. B. Johnson (19th October, 1970).
Secretary:	(until 14th August, 1970) Miss H. V. Lovell. (until 14th December, 1970) Mrs. C. Clark. Miss L. Koetz (21st December, 1970).
Porters:	Mr. J. Krumpas (26th September, 1966). Mr. H. Rowbotham (26th October, 1966).

On behalf of the Board

B. J. DOYLE
Chairman

16th March, 1971